

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF October 12, 2023 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Office Administrator April Shepard. Present via conference call were Member Ben Dorsch and Engineer D. Coldren. Absent was Water System Supervisor Scott Treziak.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS - No visitors in attendance.

APPROVAL OF September 14, 2023 REGULAR MEETING MINUTES

Member Anderson requested the minutes be corrected to include correct Resolution numbers that were missing. Motion made by Member Baldauf and seconded by Member Anderson to approve the Minutes with the clarification made. Motion carried.

FINANCE

The Treasurer's Report was submitted and read by Member Fogliani

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT

REVENUES RECORDED MONTH OF
September 30, 2023

Water Bill Collections	\$	247,955.50
Miscellaneous	\$	126,749.83
Taps	\$	6,060.00
TOTAL	\$	380,765.33

*see details below

MAJOR EXPENDITURES MONTH OF
September 30, 2023

West View Water Authority - \$137,393.67 - Water Purchase
 L/B Water Service - \$19,245.35
 MEIT - \$9,654.22 - Health Insurance
 Liquid Engineering Corp - \$9,495.00 - Water Tank Inspection
 KLH Engineers - \$8,724.95 - Engineering Costs
 PA DEP - \$5,000.00 - Compliance Fee
 Dailey Operation Consulting - \$5,000.00 - Consulting Services

BANK BALANCES AS OF
September 30, 2023

			Int Rate
Nextier Money Market	\$	1,430,037.56	4.13%
Nextier Revenue Account	\$	18,750.17	N/A
Nextier Payroll Account	\$	-	N/A
Nextier Savings	\$	81,006.22	3.91%
TOTAL BALANCE	\$	1,529,793.95	

*Miscellaneous Revenue

Lien Letters	\$	375.00
Mobile Home Parks	\$	-
Bulk Water	\$	262.60
Public Fire Invoices	\$	120,900.00
Private Fire Invoices	\$	-
Tank Antenna Rental	\$	-
Meter and Meter Pit Sales	\$	-
Interest, Discounts, Misc	\$	5,212.23
TOTAL	\$	126,749.83

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 187,738.84	7/1/2028
Mars Bank Mortgage	\$ 10,000.00	3.82%	\$ 585,842.43	3/12/2035
		TOTAL BALANCE	\$ 773,581.27	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 37,217.16
Includes Deposits from:	Interest	\$ 2.96
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 1,085.70
	Traditions of America	\$ 8,933.48
	Chatham Eco Village	\$ 1,196.00
	Gibsonia Commons Maintenance	
	Bond - Expiration 02/14/2025	\$ 19,042.00

Motion made by Member Baldauf and seconded by Member Anderson to accept the Treasurer's Report.
 Motion carried by unanimous vote.

The Payable Voucher List was submitted for review:

10/05/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of October 9, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	09/15/2023	EFT	COMPUTER FELLOWS INC	167.93
+	Check	09/18/2023	EFT	PEOPLES 200004361651	22.96
+	Check	09/18/2023	EFT	PEOPLES 200004361735	19.63
+	Check	09/21/2023	EFT	DUQUESNE LIGHT COMPANY 1596	550.22
+	Check	09/22/2023	EFT	DUQUESNE LIGHT 6848-207-443	1,502.71
+	Check	09/22/2023	EFT	ADP#	86.16
+	Bill Pmt -Check	09/25/2023	EFT	TOSHIBA FINANCIAL SERVICES	141.46
+	Bill Pmt -Check	09/26/2023	11084	BANACHOSKI, CARIE	121.90
+	Bill Pmt -Check	09/26/2023	11085	CAMPBELL DURRANT PC	423.00
+	Bill Pmt -Check	09/26/2023	11086	CINTAS 11899809	300.48
+	Bill Pmt -Check	09/26/2023	11087	CWM ENVIRONMENTAL INC	3,250.85
+	Bill Pmt -Check	09/26/2023	11088	H GERHARDT SUPPLY LLC	247.80
+	Bill Pmt -Check	09/26/2023	11089	KLH ENGINEERS INC 162-01	8,724.95
+	Bill Pmt -Check	09/26/2023	11090	L/B WATER SERVICE INC 13167	19,245.35
+	Bill Pmt -Check	09/26/2023	11091	MILLER & MILLER PLLC	900.00
+	Bill Pmt -Check	09/26/2023	11092	PARACCA, KARLI	177.58
+	Bill Pmt -Check	09/26/2023	11093	RICHLAND TOWNSHIP 130	1,205.22
+	Bill Pmt -Check	09/26/2023	11095	ARMSTRONG 0581275-01	204.35
+	Check	09/28/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0	305.96
+	Check	09/30/2023	EFT	VOGEL DISPOSAL SERVICE INC 01	135.05
+	Check	10/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Bill Pmt -Check	10/01/2023	11096	MEIT 09000-0290	9,546.22
+	Bill Pmt -Check	10/01/2023	11097	TEAMSTERS LOCAL UNION 205	259.00
+	Bill Pmt -Check	10/03/2023	11098	CAT FIN COMM/CLEVELAND BROS	503.82
+	Bill Pmt -Check	10/03/2023	11099	COUNTY LINE SUPPLY YARD	401.50
+	Bill Pmt -Check	10/03/2023	11100	DAILEY OPERATION CONSULTING	5,000.00
+	Bill Pmt -Check	10/03/2023	11101	FUNG, BRIAN*	250.00
+	Bill Pmt -Check	10/03/2023	11102	IMMORDINO, CALOGERO	16.84
+	Bill Pmt -Check	10/03/2023	11103	JERRY SCHWICKRATH WINDOW CI	65.00
+	Bill Pmt -Check	10/03/2023	11104	MILLER & MILLER PLLC	925.00
+	Bill Pmt -Check	10/03/2023	11105	PRINT KING INC 78	3,268.89
+	Bill Pmt -Check	10/03/2023	11106	RICHLAND TWP SEWER ACCT 301C	205.38
+	Bill Pmt -Check	10/03/2023	11107	SETLOCK, BEN & KAITLIN	159.88
+	Bill Pmt -Check	10/03/2023	11108	VENEZIA, TAMMY	300.00
+	Bill Pmt -Check	10/03/2023	11109	WALMART CAPITAL ONE 641039	474.11
+	Bill Pmt -Check	10/03/2023	11110	WILL, KURT*	65.57
+	Check	10/06/2023	EFT	COMPUTER FELLOWS INC	252.50
+	Check	10/06/2023	EFT	COMPUTER FELLOWS INC	252.50
+	Check	10/06/2023	EFT	ADP#	86.16
					<u>68,765.93</u>
Total 1000 - Nextier Bank Checking 3920					
1010 - Nextier Bank Payroll 3933					
+	Check	09/28/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,777.50
+	Check	09/28/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,532.29
+	Check	09/28/2023	EFT	MG TRUST#	2,029.13
					<u>16,338.92</u>
Total 1010 - Nextier Bank Payroll 3933					
1020 - Nextier Bank MM 3946					
+	Check	09/26/2023	EFT	RETURNED DEPOSIT#	58.84
+	Check	09/26/2023	EFT	RETURNED DEPOSIT#	117.78
+	Check	09/29/2023	EFT	NEXTIER BANK FEE#	30.00
+	Check	09/29/2023	EFT	NEXTIER BANK FEE#	367.55
+	Check	10/03/2023	EFT	DELUXE CHECKS#	15.00
					<u>589.17</u>
Total 1020 - Nextier Bank MM 3946					
1035 - Mars Bank Dev Escrow 5281					

10/05/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of October 9, 2023

	Type	Date	Num	Name	Credit
	Check	09/21/2023	1585	MILLER & MILLER PLLC	1,200.00
Total 1035 - Mars Bank Dev Escrow 5281					<u>1,200.00</u>
TOTAL					<u>86,894.02</u>

*paid prior to meeting

+electronic payment

Motion made by Member Baldauf and seconded by Member Anderson to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

INTERIM DIRECTORS REPORT

The Interim Director presented the Board with copies of their weekly briefings as well as proposed a new Escrow Policy via Resolution R-6-23 which stipulates that interest earned through the Developers Escrow Accounts is cleared annually in September of each year to the Authority.

After some discussion, Motion by Member Baldauf, Seconded by Member Dorsch to approve Resolution R-6-23 approving the Escrow Policy. Motion carried.

WATER SYSTEM SUPERVISORS REPORT

Interim Director Dailey gave the Supervisors report in his absence. It was noted that there were over 140 One Calls performed this month, a break was addressed on Ramsgate (and subsequently repaired with the Township's assistance), and an update on the Dickey Rd Pump Station was provided including the purchase of the temporary pump.

SOLICITOR'S REPORT

Solicitor Miller updated the Board on the lack of response from TOA regarding the dedication agreement for Phase 3. It was reiterated that taps are being withheld until the documents are received.

ENGINEER'S REPORT

Dave Coldren updated the Board on the status of the McMorran Rd Notice to Proceed being issued to Protocol and their anticipated start date is the end of October. The Board was also advised that they will be presented with a proposed grant application for the Statewide LSA grant at the November meeting.

OLD BUSINESS

The Board was presented with an amended Resolution to consider changing the effective date for the new policy that stipulates a timeline for when a tap must be made after it is paid. The proposed amended Resolution R-7-23 amends the previous Resolution R-2-23 to apply to new taps paid, leaving those previously paid and not made unaffected. After some discussion, Motion by Member Anderson, Seconded by Member Dorsch to adopt Resolution R-7-23 which amends Resolution R-2-23 making the policy effective to new taps only. Motion carried 4-0 with Member Fogliani abstaining.

NEW BUSINESS

The Solicitor presented the Board with a draft Escrow Agreement related to development research for supplying water to Olympus Energy for regional well drilling. After some discussion it was agreed that Engineering and Attorneys fees should be recoverable through this agreement. Therefore, motion made by Member Fogliani, Seconded by Member Anderson to approve the amended Escrow Agreement to include both Engineering and Legal fees. Motion carried.

The Board discussed the need to address meeting conflicts for the Regularly scheduled November and December meetings. Therefore, motion by Member Anderson, Seconded by Member Baldauf to advertise the November and December meetings for the second Thursday of those months respectively. Motion carried.

The Board recalled the need for the Solicitor and Engineer to be formally appointed effective to January 2023. Therefore, motion by Member Fogliani, Seconded by Member Anderson to appoint KLH Engineers as the Authority Engineer and the firm of Miller and Miller, PC as the Authority Solicitor. Motion carried.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 6:45 PM

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Thursday November 9, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director